



**SUPPORT TO RESEARCH AND
TECHNOLOGICAL DEVELOPMENT
AND INNOVATION INITIATIVE AND
STRATEGIES PROJECT**



**Programme Management Unit to the
“Support to Research and Technological development & Innovation
Initiative & Strategies in Jordan (SRTD)” Project**

Research Grant Scheme

Guidelines
for grant applicants

Reference: Revolving call for proposals “Research Grants “

Deadline for submission of proposals: revolving till 04.05.2009



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1. RESEARCH GRANT SCHEME

1.1 BACKGROUND

With the EU/Jordanian Association Agreement (AA) signed on the 1st of May 2002, a new possibility for cooperation in the political, economic and social spheres was opened in relations between the European Union and Jordan. The European Commission country strategy paper 2002-2006 for Jordan provides the strategic framework for EC assistance. The National Indicative Programme 2005-2006, with a total budget of 110M€, has identified among other priorities the development of a knowledge society. Out of the total budget, the NIP 2005-2006 provides 5M€ to help to develop the innovation and R&D sectors of the Jordanian economy, by funding the “Support to Research and Technological Development & Innovation Initiatives & Strategies in Jordan (SRTD)” Project.

The most prominent problem in the Jordanian R&D and Innovation sector has been identified as the **little commercialisation potential of research community output**. To build the bridge spanning research and the technology development, Project Management Unit of the SRTD Project (PMU) will initiate at least 30 research projects. It will finance them, under the Research Grant Scheme, together with the Higher Council for Science and Technology (HCST), with up to 15.000 JD each.

These projects will deal with purely R&D matters. In order to be selected, they should present a serious R&D potential and an outlook for a future business development. Assistance for the preparation of applications to an international EU funded research initiative may also be funded under this Grant Scheme. Already existing programmes, such as the Faculty for Factory, shall also be involved. The Research Grant Scheme will allow the participants to the FFF (professors and SMEs) to further develop their collaboration and the results of their work into an articulated research project.

The successful proposals may be executed at any Entity equipped with the necessary facilities (laboratories within Universities, Research Centres, Companies/Factories, etc). Organisations assisting the action will be found on a case-by-case basis if not already identified by the applicants themselves.

The system proposed to finance the Research Grant Scheme is based on the actual EC rules. It consists of a co-financing for a maximum of 80% of the eligible costs, and the beneficiary who must provide for the remaining 20%.

1.2 OBJECTIVES OF THE PROGRAMME AND PRIORITY ISSUES

Be of assistance to support the research areas with an outlook for potential technology development and to bridge the links between the research and academic community and the private sector, correlating research with Jordan's economic and social challenges.

It is completely in line with Kulluna al Urdun (“We are all Jordan”) initiative, which targets in particular the “Higher Education and Scientific Research” field by proposing solutions for tackling unemployment among university graduates. It targets also the “Scientific Research” field, by pointing out the necessity to motivate the private sector to participate in research and development



projects, to particularly support the research projects that may be developed into productive investment projects.

1.3 FINANCIAL ALLOCATION PROVIDED BY THE CONTRACTING AUTHORITY

The overall indicative amount made available by EC under this call for proposals is **EUR 300,000**.

Size of grants

Any grant awarded under this programme must fall between the following minimum and maximum amounts of contribution:

- minimum amount: JD 5.000
- maximum amount: JD 15.000

In addition, **no grant may exceed 80 % of the total eligible costs of the action** (see also section 2.1.4).

The balance must be financed from the applicant's or partners' own resources, or from sources other than the European Community budget.

2. RULES OF THIS CALL FOR PROPOSALS

2.1 Eligibility criteria

2.1.1 Eligibility of applicants: who may apply

(1) In order to be eligible for a grant, the applicant **must**:

- be a natural **or** a legal person
- and**
- be resident/registered in Jordan **and**
 - be directly responsible for the preparation and management of the project
 - applicants may act individually or with partner entity/s, in such case the above criteria for partners is enlarged to all resident/registered in the EU-ENPI

(2) Potential applicants may not participate in calls for proposals or be awarded grants if they are in any of the situations which are listed in Section 2.3.3 of the Practical Guide to contract procedures for EC external actions (available from the following Internet address:

http://ec.europa.eu/europeaid/work/procedures/index_en.htm);

In the grant application, applicants must declare that they do not fall into any of the situations.



2.1.2 Associates & Subcontractors

Associates

Other organisations may be involved in the action. Such associates play a real role in the action but may not receive funding from the grant with the exception of per diem or travel costs. Associates do not have to meet the eligibility criteria referred to in section 2.1.1

Subcontractors

The grant beneficiaries have the possibility to award contracts to subcontractors. Subcontractors are neither partners nor associates, and are subject to the procurement rules.

The applicant will act as the lead organisation and, if selected, as the contracting party (the "Beneficiary").

2.1.3 Eligible actions: actions for which an application may be made

Definition: An action (or project) is composed of a set of activities for the development of an innovative research idea.

Duration

Duration: The initial planned duration of an action may not be lower than **12 months** nor exceed **30 months**, and in any case implementation must end before 31/11/2010.

Sectors or themes

Execution of research in the technology related areas, at topics having potential for development into innovative services and products.

Location

Actions must take place mostly in Jordan.

Types of action

- Research projects
- Second phase work of FFF activity
- Preparation of proposals for participation to EU Programmes (e.g. FP7, Environment, cross border, water, etc....)

Number of proposals and grants per applicant

An applicant may not submit more than 1 proposal under this revolving call for proposals. An applicant may however re-apply if the first proposal has not been accepted.



2.1.4 Eligibility of costs: costs which may be taken into consideration for the grant

Only "eligible costs" can be taken into account for a grant. These are detailed below. The budget is therefore both a cost estimate and a ceiling for "eligible costs". Note that the eligible costs must be based on real costs based on supporting.

Recommendations to award a grant are always subject to the condition that the checking process which precedes the signing of the contract does not reveal problems requiring changes to the budget (for instance arithmetical errors, inaccuracies or unrealistic costs and other ineligible costs). The checks may give rise to requests for clarification and may lead the Contracting Authority to impose modifications or reductions to address such mistakes or inaccuracies. The amount of the grant and the percentage of co-financing as a result of these corrections may not be increased in any case.

It is therefore in the applicant's interest to provide a **realistic and cost-effective budget**.

Eligible direct costs

To be eligible under the call for proposals, costs must respect the provisions of article 11 of the General Conditions to the Standard Grant Contract (see Annex A).

Contributions in kind

Any contributions in kind do not represent actual expenditure and are not eligible costs. The contributions in kind may not be treated as co-financing by the Beneficiary.

Nevertheless, the cost of staff assigned to the Action **is not a contribution in kind and may be considered as co-financing** in the Budget of the Action when paid by the Beneficiary or his partners.

2.2 HOW TO APPLY, AND THE PROCEDURES TO FOLLOW

2.2.1 Application form

Applications must be submitted using the application form attached in Annex A and available in electronic format on <http://www.hcst.gov.jo>

The applicant must apply in **English**.

Please complete the application form carefully and as clearly as possible so that it can be assessed properly.

2.2.2 Where and how to send the applications

Applications must be received in a sealed envelope by registered mail, private courier service or by hand-delivery at the address below:

Postal address

Programme Management Unit of the SRTD Project at the Higher Council for Science and Technology
P.O. Box 36
Jubaiha - 11941
JORDAN



2.2.3 *Deadline for submission of Applications*

As this is a revolving local call for proposals, the applications could be submitted any time after its publication. They will be accepted till the exhaustion of the available funds or on the latest deadline of 04 May 2009.

The deadlines for submission of this revolving Call for proposal is as follows;

1. First deadline is set on Monday 10th of July 2008 at 12.00 o'clock,
2. Second deadline is set on Monday 1st of September 2008 at 12.00 o'clock,
3. Third deadline is set on the Monday 3rd of November 2008 at 12.00 o'clock,
4. Fourth deadline is set on the Monday 5th of January 2009 at 12.00 o'clock,
5. Fifth deadline is set on the Monday 2nd of March 2009 at 12.00 o'clock,
6. Sixth and final deadline is set on the Monday 4th of May 2009 at 12.00 o'clock.

2.2.4 *Further information for Applications*

The PMU will provide for FAQ session on the “Research Grant Scheme” on the website of the Higher Council for Science and Technology, at; <http://www.hcst.gov.jo>.

Info days will take place in the North, Centre and South of the country, the first set of Info Days are foreseen June 12th, 2008 @ 14:00 hrs at the PMU of the SRTD Project at the Higher Council for Science and Technology. Exact dates will be published on the HCST website and through the JIC network.



2.3 EVALUATION AND SELECTION OF APPLICATIONS

The applications should include the statement of the research organisation or other entity, which will host the action, of its willingness, to support the action. If the applicant does not yet have a host, the respective organisation may be determined case by case.

The proposals will be submitted to the PMU, which shall form a Scientific Committee (or selecting an assessor/expert. The structure of the Committee will be flexible and will depend on the type of the proposals) evaluating and selecting the most valid proposals, on the basis of their scientific merit.

The applied Evaluation will be according to the following criteria

	Max score
Qualification of Researchers/ Partners	25
Scientific Value of proposed action	30
Project description ((Project scope, Project Methodology	15
Action Plan with Time schedule	10
Costs/effectiveness of proposed budget	10
Impact of Project on the Competitiveness of Businesses	10

Applications received under the Start Up Grant Scheme but believed to have a need of additional R&D before going to the market, can be channelled to this Research Grant Scheme. They shall be transmitted to the Scientific Committee, under the PMU supervision, for evaluation and possible integration into the Research Grant Scheme.

2.4 NOTIFICATION OF THE DECISION

2.4.1 Content of the decision

Applicants will be informed in writing of the Contracting Authority's decision concerning their application and the reasons for the decision.

2.4.2 Conditions applicable to implementation of the action following the contracting authority's decision to award a grant

Following the approval by the Scientific Committee, the Beneficiary will receive a tri-partite contract (Annex B) that he will sign with the HCST and the PMU.

By signing the Application form, the applicant declares the acceptance of the Contractual conditions as laid down in the Standard Contract.



3. LIST OF ANNEXES

DOCUMENTS

Annex A: Grant Application Form

Annex B: Tri-partite Contract for the Research Grants (+ Annex II General Conditions)

Annex C: Budget for the Project

